



Fundraising Officer

The fundraising officer provides a central point of contact for fundraising queries and takes the lead on developing opportunities for accessing grants and funding.

Who we are looking for?

- Enthusiastic
- Excellent communicator, with good verbal, written and IT skills.
- Good organisational skill & record keeping skills.
- Experience/interest in sourcing funding opportunities.

What do we and the club expect from a Fundraising Officer?

- Identify and target sources of funding for the club.
- Prepare funding bids in partnership with club committee members as appropriate.
- Establish and develop effective working relationships with key local funding providers.
- Send letters to local businesses asking for sponsorships.
- Maintain communication between the club and businesses who sponsor the club.
- Promote and publicise any funding secured for the club through the club newsletters, website, in association with the Marketing and Press Officer.

Level of commitment required.

This will vary and will often be periodical, with more time in particular when preparing funding bids and sponsorship requests. This role can be divided up and managed by more than 1 person.